



KNIGHTDALE TOWN COUNCIL MINUTES

950 Steeple Square Court, Knightdale, North Carolina 27545

November 18, 2015

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

PRESENT: Mayor Russell Killen, Mayor Pro Tem Mike Chalk, Councilors James Roberson, Mark Swan, Dustin Tripp, and Randy Young.

ABSENT: None.

Staff Members Present: Clyde Holt, Town Attorney; Seth Lawless, Town Manager; Whitney Ledford, Town Clerk; Suzanne Yeatts, Administrative Services Director; Lawrence Capps, Police Chief; Chris Hills, Development Services Director; Jason Brown, Senior Planner; Jennifer Currin, Senior Planner; Keith Archambault, IT Administrator; Brian Bowman, Communications Director; Tim Guffey, Fire Chief.

Meeting called to order by Mayor Killen at 7:00 p.m.

WELCOME

Welcome by Mayor Killen.

INVOCATION

Invocation by Councilor Young.

ITEM I. ADOPTION OF AGENDA

Mayor Killen noted a request to remove item C. Village Park Commons Conditional District Extension Request from Old Business.

Town Manager Seth Lawless requested a new item: Authorization for Change Order is added under New Business as item B.

...Motion by Councilor Roberson to adopt the agenda with the following changes: remove item C. Village Park Commons Conditional District Extension Request from Old Business and add

Authorization for Change Order under New Business. Motion seconded by Councilor Young and carried unanimously.

ITEM II. APPROVAL OF MINUTES

...Motion by Mayor Pro Tem Chalk to approve the minutes from November 2, 2015. Motion seconded by Councilor Roberson and carried unanimously.

ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS
Audit Presentation

Administrative Services Director Suzanne Yeatts introduced Auditor Shelton Ennis of Joyce and Company, CPA. Mr. Ennis presented highlights of the Fiscal Year 2015 audit and financial statements and reported audit results.

ITEM IV. PUBLIC

Anyone may speak on an issue not included on tonight's agenda. If you anticipate speaking during tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record. Before speaking, please state your name and address.

A. Open to the Public
No one approached.

B. Report on Citizen Inquiries
Nothing at this time.

ITEM V. CONSENT AGENDA
Christmas Parade Road Closure
Resolution #15-11-18-001
Adopt Resolution #15-11-18-001.

...Motion by Mayor Pro Tem Chalk to adopt the Consent Agenda. Motion seconded by Councilor Roberson and carried unanimously.

ITEM VI. LAND USE REVIEW BOARD REPORTS
None at this time.

ITEM VII. ACTIONS REQUIRING PUBLIC HEARINGS
If you anticipate speaking during a public hearing at tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.
Cardinal Charter School
ZMA-5-15

Public Hearing continued at 7:15 p.m.

Senior Planner Jennifer Currin explained that there are still aspects of the transportation layout that need to be reviewed and finalized before moving forward. Ms. Currin recommended Council continue the public hearing to the December 7, 2015 meeting until the North Carolina Department of Transportation and staff approve the Traffic Impact Analysis.

No one else approached.

...Motion by Mayor Pro Tem Chalk at 7:16 p.m. to continue ZMA-5-15 to the December 7, 2015 Town Council meeting to allow time for staff and NCDOT to approve the TIA. Motion seconded by Councilor Swan and carried unanimously.

ITEM VIII. SET PUBLIC HEARINGS
None at this time.

ITEM IX. TOWN ATTORNEY
Nothing at this time.

ITEM X. OLD BUSINESS
A. ZTA-3-15 PRD/SB 25 Amendments
Ordinance #15-11-18-001

Senior Planner Jason Brown presented additional amendments to Planned Residential Development in order to comply with Senate Bill 25. Changes are proposed for chapters 2.1(B), 2.3(C), 2.14(C), 3.3(T), 4.6(C).2, 5.3, 15.4(F).6, 16.8(D).2. Mr. Brown recommended Council adopt the statement of consistency and reasonableness of action, approve ZTA-3-15, and adopt Ordinance #15-11-18-001.

...Motion by Councilor Tripp to adopt the statement of consistency and reasonableness of action, approve ZTA-3-15, and adopt Ordinance #15-11-18-001. Motion seconded by Mayor Pro Tem Chalk and carried unanimously.

B. ZMA-6-15 Quarry Overlay District Expansion
Ordinance #15-11-18-002

Councilor Young requested to be recused due to a business relationship.

...Motion by Mayor Pro Tem Chalk at 7:26 p.m. to recuse Councilor Young from this item. Motion seconded by Councilor Tripp and carried unanimously.

Councilor Young exited at 7:27 p.m.

Senior Planner Jason Brown explained staff's recommendation to finalize the Zoning Map Amendment for the 21.84 acres of land adjacent to Wake Stone quarry. Mr. Brown stated that the Planning and Engineering Committee requested this item move forward with no adjustments, while the Land Use Review Board voted to adopt the Quarry Overlay District Amendment only for the 12.84 acres in the Special Flood Hazard Area, excluding the 9 acres outside of this area. Mr. Brown recommended that Council adopt the statement of Comprehensive plan consistency and reasonableness of action, approve ZMA-6-15, and adopt Ordinance #15-11-18-002.

...Motion by Mayor Pro Tem Chalk to adopt the Comprehensive Plan consistency and reasonableness of action, approve ZMA-6-15, and adopt Ordinance #15-11-18-002. Motion seconded by Councilor Roberson and carried unanimously.

Councilor Young returned at 7:38 p.m.

- C. Village Park Commons
Conditional District Extension Request
Removed upon adoption of the agenda.

ITEM XI. NEW BUSINESS

A. DOT Debris Removal Agreement

Town Manager Seth Lawless presented the Debris Removal Agreement and recommended Council authorize execution of the Disaster Debris Recovery Agreement with North Carolina Department of Transportation.

...Motion by Councilor Tripp to instruct the Town Manager to execute the Disaster Debris Recovery Agreement with North Carolina Department of Transportation. Motion seconded by Councilor Swan and carried unanimously.

- B. Authorization for Knightdale Station Park Booster Pump Change Order
Item added upon adoption of the agenda.

Town Manager Seth Lawless shared that the irrigation system at the Knightdale Station Park is not functioning properly due to low water pressure. The Town is working to further investigate a solution but may ultimately need to install a booster pump. Mr. Lawless recommended Council authorize the Town Manager to sign a change order for approximately \$4,000 to install a booster pump if necessary.

Mr. Lawless answered questions and Council discussed.

...Motion by Councilor Swan to authorize the Town Manager to sign a change order up to \$4,000 to install a booster pump at the park to improve the irrigation system. Motion seconded by Councilor Tripp and carried unanimously.

ITEM XII. OTHER BUSINESS
None at this time.

ITEM XIII. COMMITTEE REPORTS

A. Planning and Engineering

Councilor Tripp reported discussion of street lights on the NCDOT corridor and Knightdale Boulevard, a standard specification update for the Unified Development Ordinance, and adding pedestrian and bicycle evaluations into the Traffic Impact Analysis.

B. Finance

No report.

C. Public Safety

Councilor Roberson shared the following:

Police Department:

The first meeting for the Community Policing Board met successfully. The next meeting is scheduled for January 2016, and there is still a teen vacancy. During the CALEA inspection, there were no issues found, and the Police Department expects to be formally recognized in the spring of 2016.

Fire Department:

A candidate has been extended a conditional offer for the open firefighter position and is to begin the first week of December. Bid openings for the SCBA grant were opened recently and the Fire Department is working with the Administrative Services Department to utilize this grant properly.

D. Nominating

No report.

E. Liaison Reports

No report.

ITEM XIV. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

...Motion by Mayor Pro Tem Chalk to enter closed session at 7:57 p.m. to discuss the Town Manager's annual review. Motion seconded by Councilor Swan and carried unanimously.

ITEM XV. ADJOURNMENT

...Motion by Mayor Pro Tem Chalk to adjourn at 8:30 p.m. Motion seconded by Councilor Swan and carried unanimously.



Town Clerk Whitney A. Ledford



Mayor Russel B. Killen